**Name - \_\_Denise Phillip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Identify key questions you might use in your coaching conversation.*

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| --- | --- |
| **Key Areas** | **Observation Notes** |
| * Type of Coaching Conversation * Directive/ Instructional * Collaborative * Facilitative/ Supportive | * Which type of Coaching Conversation is being planned?   Supportive |
| * Purpose of the Coaching Conversation | * To improve the morale of employees |
| * ***O****bjective Questions* * The “what” * Invitation to the conversation | * How did the informational session on early retirement go? How many teachers attended? |
| * *Reflective Questions* * The “what about the what” * Emotional | *How did you feel the session went?* |
| * ***I****nterpretive Questions* * The “so what” * Brainstorming | * *I’ve had teachers tell me. . . .they left feeling used, hurt, etc. How can we address those feelings? What benefit might be gained from doing so? What about the recognition luncheon at the end of the year?* |
| * ***D****ecisional Questions* * The “now what” * Identifies specifics “next steps” to be taken | * *When can you talk with them? How will we handle the retirement?* |
| * *Based on the Decision, what are the responsibilities of the administrator?*   *This area will be completed after the conversation – to summarize the “next steps” of the administrator.* | *Speak with the affected teachers* |
| * *Based on the Decision, what are my responsibilities?*   *This area will be completed after the conversation – to summarize the “next steps” and responsibilities of the coach.* | * *To check later with the teacher and administrator for follow up.* |

**Reflection on the Coaching Conversation**

**Name: Denise Philipp**

**Date: 2/8/10**

**Type of Coaching Conversation: Directive/Supportive Collaborative Facilitative/Supportive**

**Supportive**

**Reflect on the coaching conversation you completed with the administrator:**

**What impact did planning for the conversation, including the development of the ORID questions, have on the coaching conference itself? Planning enabled me to handle what could have been a very emotional subject calmly.**

**What was most challenging for you during the conversation? Most pleasing?**

**The most challenging was the awkwardness of pointing out a flaw/weakness to a peer, and the emotions connected to the subject of early retirement. The most pleasing was the way the issue was resolved; we built on the individual’s strengths so in the end all parties felt better about the situation.**

**What might be some things you would do differently/the same in your next conversation?**

**I think location was a factor in this conversation. The other person didn’t feel threatened. Requesting a conference in my office may have heightened the defensiveness. I had played through this conversation in my head all weekend prior to meeting with the administrator, and the practice helped. However, I feel like I need LOTS more practice so that the questions come more naturally. Not in every situation will I have the luxury of a weekend to think.**

**What techniques will you specifically address in your next coaching conversation?**

**The decisional questions will be the focus of my next conversation.**